



Loudoun County Fire and Rescue System Guideline

Subject: Suspension of County Contributions	Effective: 7 December 1999 Revised:
Chapter: Administration	FRG: 4.2.2
Approved: _____, Fire and Rescue Commission	

Purpose: This guideline establishes the authority to suspend and reinstate distribution of County funds to volunteer fire and rescue companies.

Policy:

1. The Chairman of the Loudoun County Fire and Rescue Commission is granted the authority to withhold and reinstate the contributions of any company that has failed to meet its obligations to the County and/or the Commission.
2. The Chairman shall notify the affected company, the Department of Fire and Rescue, and the Commission in writing as soon as possible following the suspension of contributions. The Chairman shall clearly identify the reasons for the suspension and the corrective actions required prior to reinstatement.
3. The Chairman shall reinstate the funds following the resolution of the reasons for suspension. The Department and the Commission shall be notified in writing of the removal of the suspension.
4. Prior to the distribution of the quarterly contributions, proffer disbursements, or any other County funds, the Chairman of the Commission, or in his absence the Vice Chairman, shall countersign the request to the County Treasurer's office. Certification by the Chairman or the Vice Chairman certifies to the County of Loudoun that the company is meeting all obligations.